



**Town of Arlington, Massachusetts**  
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## **Council on Aging Minutes 02/15/07**

The following are the minutes of the Feb 15, 2007 board meeting which were approved at the March 15, 2007 meeting of the COA.

ARLINGTON COUNCIL ON AGING  
 27 Maple Street  
 Arlington, MA 02476-4909

Robert Tosi, Jr., Chair  
 Paul West, Vice Chair  
 Shirley Chapski, Secretary

Regular Meeting of the Council on Aging  
February 15, 2007

**MINUTES**

Place and Time of Meeting: Arlington Senior Center, 27 Maple St., Arlington, 7:40 p.m.

Members Present: Robert Tosi, Jr., Karen Nichols, Ruth Palombo, Paul West, Ann MacGowan, Harry McCabe, and Shirley Chapski.

Members Absent: Mildred Hurd and William Carey

Others Present: John Jope, COA Executive Director

Quorum Identification/Call to Order: Bob Tosi, Jr. presided and Shirley Chapski, Secretary, kept the minutes. A quorum of 7 was present.

Minutes of the January 18, 2007 Regular meeting: Paul moved to accept the Minutes of the January 18, 2007 meeting, Shirley seconded. There being no corrections to the minutes, all voted in favor. Motion carried.

**REPORT OF THE CHAIR:** Bob referred to a new item on the agenda, "Item 9 - Review action items." It will serve as a summarization of the meeting and point out what needs to be accomplished before the next regular meeting or subcommittee meeting.

•Dr. Ruth Palombo will be submitting her resignation from the board due to personal reasons. The members expressed their regret at her leaving and appreciation for her contribution to the council.

•Sheri Baron, 200th Anniversary Committee, is the chair person for the planned senior picnic on June 2 at the Summer Street field. She asks if the COA van drivers will volunteer to transport elders on that day.

**EXECUTIVE DIRECTOR'S REPORT:** The Executive Director's report is attached hereto and made a part of the minutes. John made the following additions:

•Intern Programs: UMass School of Nursing Program: Due to a staffing problem at the UMass School of Nursing, the student nursing program is not being held this year at Arlington COA.

Social Worker Intern: A social work student visited with Laurie August recently about the possibility of coming here.

Divinity Intern: This position is currently unfilled and we are at the bottom of the ladder because we cannot pay the \$2500/year stipend that is expected to oversee the program.

•Golden Opportunities Cable TV Program: More help is needed to produce the program and the goal is not to let the show die but to

change the format. John said they are considering a variety type of program based in the senior center. Harry questioned using ASA space for filming the show and Ann offered to bring it up with the ASA board.

•Advertising on the COA Vans: Town Counsel has cleared the proposed project and Christine Connolly will next submit it to the Town Manager and Selectmen.

•Elder Affairs Board Training will be held at the Billerica Counsel on Aging on April 27, 2007 from 9:15-11:45 a.m.

•FY2007 Warrant: Warrant Articles are posted on the Town web site. The Harry Barber Community Service Program is Article #62 and Article #63 is the Town's share of Minuteman Senior Services. Harry pointed out the same error in the letter to Christine Connolly and the one to the Board of Selectmen — the words, "FY2008 Warrant" should be "FY2007 Warrant."

#### OTHER REPORTS:

•COA Representative/Liaison to Minuteman Senior Services: No report.

•COA Representative/Liaison to the Seniors Association: No report.

•Arlington Seniors Association Representative to COA: No report.

•Budget Committee: Bob distributed copies of a letter dated February 15, 2006 addressed to Governor Deval Patrick expressing the appreciation of the board and Executive Director for restoring the 9c cuts in the Elder Affairs line item. The members signed the original.

•Transportation Committee: The committee met on February 6th and drew up a letter, draft copies of which were distributed to the members, delineating the steps to be taken by the Council to assure the long-term health of this vital service. Discussion followed on certain elements of the letter, namely:

seeking restoration of the \$67,850 CDBG funding for FY08; gathering information on the placement of advertising in and outside of COA vans; moving the funding source of the Information & Referral Worker position out of the Transportation Enterprise Program and into the General Fund; copying Finance Subcommittee members, John Deyst, Jr. and Mary Margaret Franclemont, in the letter. It was also suggested that dollar amounts be included in the letter. Paul West moved and Karen Nichols seconded that the letter be addressed to Brian Sullivan, Town Manager, and c.c. to Christine Connolly; all in favor. Motion carried.

Discussion continued on the need to let the public know that this transportation service is at risk. Articles will be written for the senior newsletter and Advocate, on the crisis in COA transportation service and Karen suggested including a comparison of what it costs to run a van today compared to five years ago. Next, John provided potential dollar amounts to be added to certain sections of the letter.

Paul moved to include dollar amounts as goals in the letter to the Town Manager; Shirley seconded. Bob summarized the motion: copies of the letter to be sent to Finance Subcommittee members, John Deyst and Mary Margaret Franclemont, and John Jope; incorporate the dollar amounts that are applicable; add a Point #7 -- Sanborn Subsidy Agreement and reverse the order of points 6 and 7. All voted in favor. Motion carried.

The Transportation Committee needs another member and it was suggested that a van user would be a good addition. The next meeting of the Transportation Committee is Mon., March 12 at 6:30. On Feb. 26 the Selectmen will hear the mid year reports on CDBG funds and John will attend.

•COA CDBG Funding Request for FY2008: John distributed copies of CDBG Funding History for COA going back to the year 2000 and draft copies of the COA CDBG Funding Request for FY2008 to be submitted by March 5. After discussion Harry moved to approve the CDBG Funding Request as amended, Ruth seconded, all in favor. Motion carried.

•Sevyan Policy Task Force: Harry, Bob and Shirley met on Tuesday, February 13, and made certain changes to the Sevyan Bequest Recommended Policy Statement. These changes will be discussed at a subsequent meeting of the council.

•Joint COA/ASA Committee: The committee met in February and the next meeting will be March 5 at 9:30 a.m.

•Senior Center Outreach Task Force: Ann pointed out the importance of getting information out to all the seniors in town but felt the informational trifold put together for Town Day was probably not sufficient; they need more. ASA members feel the senior

new letter can be improved and ways to revamp the newsletter are being considered as it is a good outreach tool. The task force plans to invite Bill Murphy, Chair of the outreach program, to a Joint ASA/COA meeting.

**UNFINISHED BUSINESS:** Copies of an article entitled Process Begins for Town to Become No Place for Hate, published in The Advocate 1/18/07 were distributed. Karen said the program, sponsored by the Anti Defamation League, had an initial meeting with 60 attendees. She said Blue Cross/Blue Shield provides funding for three functions a year. Suggested the senior center sponsor an event.

**NEW BUSINESS:**

- Friends of the COA: Ann reported that a "Friends of the COA" group has been formed and papers will be filed with the State shortly.

- Memorial Gifts Envelopes: Copies of the enclosure that will be included in contribution envelopes were distributed. Ann said the plan is to have funeral directors, doctors offices, etc. make the envelopes available to anyone wishing to make a memorial donation to the COA.

**REVIEW ACTION ITEMS:** Bob noted the following action items:

- submit ideas by email for potential news articles to John Jope;
- Transportation Cte. will meet on Mon. March 12 prior to the Selectmen's hearing on CDBG grants;
- Cte; call Bill Murphy and Don about a user of COA transportation services to become a member of the Transportation Cte;
- talk to Bill on the Senior Ctr. Outreach Task Force;
- Budget Cte. needs to meet before the next regular meeting of the Council.

Harry moved that in addition to having a transportation user serve on the Transportation Cte., that we invite by letter a member of the ASA board to also join the Transportation Cte. Bob will talk to Elisa about this matter.

There being no further business to come before the meeting, Paul moved to adjourn; Shirley seconded; all in favor. Motion carried.

Adjourned at 9:40 p.m.

Shirley Chapski, Secretary

Next Regular Meeting March 15, 2007 at 7:30 p.m.

#### ARLINGTON COUNCIL ON AGING: EXECUTIVE DIRECTOR'S REPORT

February 15, 2007

The mission of the Council on Aging is to provide advocacy and support services to help arlington elders live dignified and independent lives

1. We had expected the University of Massachusetts School of Nursing students to be in place at the COA at this time. However, we have learned that, due to staffing issue at UMass, they will not be placing students with us during this fall semester, and probably not during the spring semester unless an overseer from the school can be assigned.

2. I am giving our "Golden Opportunities" cable show a hiatus. This month's episode (February) will be the last airing for

some number of months. The reasons for this are several. Our present crew is at minimal staffing levels, and taping a show often leaves us looking for another camera operator, sound person, etc. New crew members are needed for the roles of talent producer, announcer/interviewer, mobile camera operator, and postproduction person, and be trained in those duties.

We also need a fresh look. G. O.'s format has not changed since the show's inception (March 1993). We need to restructure the show to get away from the "talking heads" format where everything is taped in the studio on a static set. My goal is to get the show's operations moved out of the studio and into the senior center, doing our taping and editing there and at our convenience, to bring a fresh, information-filled show to the viewing public.

3. The COA staff has invested many hours of discussion and planning in order to send to the 2/06 COA Transportation Committee meeting a set of full and accurate figures around which some realistic planning can be done.